



Cost Allocation Overview

2017 Department Release



Agenda

- Objective
- Cost Allocations
 - Overview
 - Definitions
 - Strategy
 - Examples of Cost Allocations

Objectives

- FI\$Cal Team: Provide information to departments about what they should collect before their departmental Workshop and collect Cost Allocation plans

Allocations Overview

- The Allocations process creates GL journals to reclassify (allocate) *ledger balances* based on user-specified rules.
- Similar to CALSTARS' cost allocation functionality.
- Monthly or year-to-date amounts can be allocated.
 - When allocating amounts, journals can be configured to auto reverse.
- Departments can define their allocations requirements.
- The FI\$Cal Service Center will maintain allocation configuration, but departments run the Allocations process.

Allocations Key Terms

Term	Definition
Allocations	An automated process that creates General Ledger journals to reclassify (allocate) ledger amounts based on user-specified rules.
Allocation Type	Defines an allocation's <i>calculation method</i> (copy and/or prorata).
Allocation Pool	The <i>amount to be allocated</i> , typically balances from a ledger although other data sources can be used.
Allocation Basis	The rules that determine how a pool is allocated. For example, if rent costs (the pool) are to be allocated to units or divisions on the basis of their office space occupied, those units' square footage used would be the allocation's <i>basis</i> .

Allocations Key Terms

Term	Definition
Allocation Target	The ChartField combination(s) to which a pool is to be allocated. For example, when allocating administrative costs, the target is often the program(s) benefiting from those administrative services. This is typically a debit entry for an expenditure allocation.
Allocation Offset	The ChartField combination(s) to which an allocation is balanced, or offset. This is typically a credit entry for an expenditure allocation.

Strategy

1. Identify What to Allocate

- Source criteria (Ledger, Time range & ChartFields) to identify the Cost Allocation Pool

2. Identify How to Allocate

- Cost Allocation calculation method, example: Copy and/or Prorata
- Criteria (Ledger, Time range & ChartFields) to identify the Cost Allocation Basis

3. Identify Where to Allocate

- Define Ledger, Period and ChartField combination to identify the Allocation Target and Offset

Allocation Example

- Allocation Type: Copy**

Copies pool amounts to the target/offset with possible percentage changes

Example: Reclassify \$400 from a central program to another program

Allocation Step	Account	Program	Amount
Pool	RENT	11001	\$40
	OFFICE SUPPLIES	11001	\$80
	TELEPHONE CHRGS	11001	\$80
	CUSTODIAL CHRGS	11001	\$200
Target	RENT	12001	\$40
	OFFICE SUPPLIES	12001	\$80
	TELEPHONE CHRGS	12001	\$80
	CUSTODIAL CHRGS	12001	\$200

Allocation Example

- Allocation Type: Prorata with Record Basis**

Divides the pool amount among the targets based on amounts stored in the basis record

Example: Allocate \$400 from a central repository to 4 differing programs

Allocation Step	Account	Program	Amount	Percent
Pool	RENT	CLEARING	\$400	-
Basis	FLOORS	11001	100 SQF	10%
	FLOORSPACE	12000	200 SQF	20%
	FLOORSPACE	13000	200 SQF	20%
	FLOORSPACE	22001	500 SQF	50%
Target	RENT	11001	\$40	10%
	RENT	12000	\$80	20%
	RENT	13000	\$80	20%
	RENT	22001	\$200	50%

Type

Favorites ▾ Main Menu ▾ > Allocations ▾ > Define and Perform Allocations ▾ > Define Allocation Step



Type Pool Target Offset Output Options Batch Records Amount Fields

SetID: 2100 Step: ABCEXPAL00

Effective Date

Find | View All First 1 of 1 Last

*Effective Date: 01/01/1901  Status: Active   

*Description: Reclass Admin from Clring EXP

*Allocation Type: Copy 

Extension opcode: Add 

Transaction Code: GL  General Ledger Transaction

 Save  Return to Search  Previous in List  Next in List  Notify  Add  Update/Display  Include History  Correct History

Type | Pool | Target | Offset | Output Options | Batch Records | Amount Fields

Pool

[Type](#) | [Pool](#) | [Target](#) | [Offset](#) | [Output Options](#) | [Batch Records](#) | [Amount Fields](#)

SetID: 2100 Step: ABCEXPAL00

Effective Date: 01/01/1901 Status: Active Description: Reclass Admin from Cling EXP

Pool Record

*Pool Record Type: Any Table Table: ZZ_ALLC_ACT_VW

Time Span: YTD+998 *Pool factor: 100.0000

Zero Pool Amount Option: Select Next Pool

Pool Fields

*Field Name: Account

How Specified: ☒ Selected Detail Values ☐ Selected Tree Nodes ☐ Range of Values

*Include/Exclude: Include Specified Values

Value	To	Exceptions
5100000	5999999	0

*Field Name: Appropriation Reference



How Specified: ☒ Selected Detail Values ☐ Selected Tree Nodes ☐ Range of Values









Value	To
001	




*Field Name: Reporting Structure

How Specified: ☒ Selected Detail Values ☐ Selected Tree Nodes ☐ Range of Values

Pool cont.



Specify Values/Range of Values/Tree Nodes
Find | View All |  
First 1-2 of 2 Last




	Value	To	Exceptions		
Include Specified Values	<input type="text" value="21004000"/> 	<input type="text" value="21004900"/> 	0		
Include Specified Values	<input type="text" value="21005000"/> 	<input type="text" value="21005750"/> 	0		




*Field Name: Fund

 

How Specified

☒ Selected Detail Values
☐ Selected Tree Nodes
☐ Range of Values



Specify Values/Range of Values/Tree Nodes
Find | View All |  
First 1 of 1 Last




Value	To		
<input type="text" value="3038"/> 			




*Field Name: Ledger

 

How Specified

☒ Selected Detail Values
☐ Selected Tree Nodes
☐ Range of Values



Specify Values/Range of Values/Tree Nodes
Find | View All |  
First 1 of 1 Last




Value	To		
<input type="text" value="C_DTL_EXP"/> 			

*Field Name: Program

 

How Specified

☒ Selected Detail Values
☐ Selected Tree Nodes
☐ Range of Values

Specify Values/Range of Values/Tree Nodes
Find | View All |  
First 1 of 1 Last

Value	To		
<input type="text" value="9999"/> 			

Target

[Type](#) | [Pool](#) | **[Target](#)** | [Offset](#) | [Output Options](#) | [Batch Records](#) | [Amount Fields](#)

SetID: 2100 Step: ABCEXPAL00

Effective Date: 01/01/1901 Status: Active Description: Reclass Admin from Cling EXP

[Find](#) | [View All](#) First 1 of 1 Last

▼ **Target Record**

Target Record Type: Target Ledger:

Time Span:

Basis Span Opt: Target Span Opt:

Specify Field Values [Personalize](#) | [Find](#) | [View 10](#) | [First](#) | [Last](#)

*Field Name	*Source	Field Mapping	Value / Mask		
Account ▼	Pool ▼			+	-
Activity ▼	Pool ▼			+	-
Analysis Type ▼	Pool ▼			+	-
Budget Date ▼	Pool ▼	Begin Date ▼		+	-
Budget Period ▼	Pool ▼			+	-
Appropriation Reference ▼	Pool ▼			+	-
Business Unit ▼	Pool ▼			+	-
PC Business Unit ▼	Pool ▼			+	-
Agency Use ▼	Pool ▼			+	-
Reporting Structure ▼	Pool ▼			+	-
Fund ▼	Pool ▼			+	-
Ledger ▼	Value ▼		<input type="text" value="MODACCRL"/>	+	-
Service Location ▼	Pool ▼			+	-
Year of Enactment ▼	Pool ▼			+	-
Program ▼	Value ▼		<input type="text" value="0900100"/>	+	-

Offset

Type
Pool
Target
Offset
Output Options
Batch Records
Amount Fields

SetID: 2100 Step: ABCEXPAL00

Effective Date
Find | View All
First 1 of 1 Last

Effective Date: 01/01/1901 Status: Active Description: Reclass Admin from Clring EXP

▼ Offset Record

Offset Record Type: Journal Records ▼ Offset Ledger: MODACCRL 🔍

Specify Field Values
Personalize | Find | View 10 | 📄 📊
First 1-16 of 16 Last

*Field Name	*Source	Field Mapping	Value / Mask		
Account ▼	Pool ▼	▼		+	-
Activity ▼	Pool ▼	▼		+	-
Analysis Type ▼	Pool ▼	▼		+	-
Budget Date ▼	Pool ▼	Begin Date ▼		+	-
Budget Period ▼	Pool ▼	▼		+	-
Appropriation Reference ▼	Pool ▼	▼		+	-
Business Unit ▼	Pool ▼	▼		+	-
PC Business Unit ▼	Pool ▼	▼		+	-
Agency Use ▼	Pool ▼	▼		+	-
Reporting Structure ▼	Pool ▼	▼		+	-
Fund ▼	Pool ▼	▼		+	-
Ledger ▼	Value ▼		MODACCRL 🔍	+	-
Service Location ▼	Pool ▼	▼		+	-
Year of Enactment ▼	Pool ▼	▼		+	-
Program ▼	Pool ▼	▼		+	-

Fund Split - PCA

A PCA is used to distribute costs based on pre-determined criteria. The PCA functionality will not exist within FI\$Cal. The FI\$Cal system will utilize other functionality to replace PCAs.

Solutions which will replace PCA functionality:

- ☐ Direct Charge Amounts
- ☐ AP SpeedCharts
- ☐ Allocation Scenarios:
 - Labor Distribution
 - Direct Transfer
 - Inter-Agency – Billed Party
 - Indirect Cost

What to bring to the working Sessions?

- Allocation Working Session Template
 - Work on completing Allocation(s)
- Knowledge of Cost Allocations
 - Bring Cost Allocation Plans/Tables
- PCA Information
 - Bring PCA Tables



Questions